

**Sample coding for Adult Ed Instruction:**  
General Fund

**Definition:** *Activities that develop knowledge and skills to meet immediate long-range educational objectives of adults who, having completed or interrupted formal schooling, have accepted adult roles and responsibilities. Programs include activities to foster the development of fundamental tools of learning; prepare students for a postsecondary career; prepare students for postsecondary education programs, upgrade occupational competence; prepare students for a new or different career; develop skills and appreciation for special interests; or enrich the aesthetic qualities of life. Adult basic education programs are included in this category.*

Fund	Program	Function	Object	Cost Center	Description
1500	see note	1000	1010	400	Teacher salary
1500	see note	1000	2010	400	Teacher benefits, excluding retirement/tuition
1500	see note	1000	2310	400	Teacher retirement
1500	see note	1000	2510	400	Teacher tuition
1500	see note	1000	1020	400	Ed Tech salary
1500	see note	1000	2020	400	Ed Tech benefits, excluding retirement/tuition
1500	see note	1000	2320	400	Ed Tech retirement
1500	see note	1000	2520	400	Ed Tech tuition
1500	see note	1000	1230	400	Substitute salary
1500	see note	1000	2030	400	Substitute benefits, excluding retirement/tuition
1500	see note	1000	2330	400	Substitute retirement
1500	see note	1000	2530	400	Substitute tuition
1500	see note	1000	1500	400	Regular Stipend
1500	see note	1000	2000	400	Stipend benefits
1500	see note	1000	2300	400	Stipend retirement
1500	see note	1000	3000	400	Purchased Professional Services
1500	see note	1000	3300	400	Employee Training and Development
1500	see note	1000	3430	400	Contracted Services eligible for subsidy
1500	see note	1000	4000	400	Purchased Property Services
1500	see note	1000	4320	400	Technology Related Repairs and Maintenance
1500	see note	1000	4330	400	Software Related Repairs and Maintenance
1500	see note	1000	4430	400	Rental of Technology Equipment
1500	see note	1000	5000	400	Other Purchased Services
1500	see note	1000	5610	400	Tuition paid to other school administrative units
1500	see note	1000	5640	400	Tuition paid to Educational Service Agencies (ie - assessments to regional programs)
1500	see note	1000	5690	400	Other tuition paid
1500	see note	1000	5800	400	Employee travel, excluding Professional Development and state meetings
1500	see note	1000	5830	400	Employee travel to state meetings
1500	see note	1000	6000	400	Other Supplies (not delineated in 6000 range below)
1500	see note	1000	6100	400	Instructional supplies
1500	see note	1000	6400	400	Books
1500	see note	1000	6500	400	Technology Related Supplies
1500	see note	1000	7000	400	Property
1500	see note	1000	7340	400	Technology related hardware (fixed asset)
1500	see note	1000	7341	400	Technology related hardware (supply asset)
1500	see note	1000	7350	400	Technology related software (fixed asset)
1500	see note	1000	7351	400	Technology related software (supply asset)
1500	see note	1000	8000	400	Miscellaneous
1500	see note	1000	9000	400	Contingency

**NOTE:** The above chart should be utilized for all program codes that are applicable to the school administrative unit:

Program Code	Description
6000	Summary Code of all programs
6050	ITV programs
6060	Adult Transitions (eligible for AEFLA match with cost center 409)
6090	ASPIRE, Work Ready, Get Best Bid (eligible for AEFLA match with cost center 409)
6095	Community Service
6100	Federal Literacy
6200	Enrichment (use ONLY with fund 2015 or 6150)
6300	Workforce Training and Re-training (eligible for AEFLA match with cost center 409)
6400	Handicapped
6500	High School Completion (eligible for AEFLA match with cost center 409)
6600	Local Literacy
6700	Adult Career and Technical Education (Carl Perkins Programs)
6800	Even Start - Family Literacy
6900	Other Family Literacy Programs